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2 July 1965

MEMORANDUM FOR: Director of Training
THROUGH : Chief, Operations School
SUBJECT : Course Report, Operations Support Course No. 66,
1 - 23 June 1965

Synopsis:

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1. There were fourteen full-time students that completed the Operations Support Course No. 66 (see attachment 1). Four auditors were in the course for specific subjects: two from the NE Division, one scheduled for TDY [REDACTED] and the second preparing for a PCS to the same post; two from the Office of Security who required instruction in Cable Writing and Format.

2. The grade range of the fourteen students was from GS-4 to GS-7. The educational background was higher than normal within the low grade range. Six were college graduates, two with masters degrees; three with some college; the remaining five were high school graduates.

Discussion:

3. In previous courses the casing exercise by the student was carried out the first weekend of the course. This exercise was transferred to the second weekend and provided additional time for the student to gather information and complete the report (see attachment 2). Several of the reports were above average.

4. The Field "In-Box" problems were previously handled by each student and a written solution prepared. In this course, student groups were formed to study and discuss the problems. Each group presented the class with their various solutions to the situations. Student critique indicated this approach was thought-provoking. Several worthwhile solutions were presented.

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Student Critiques:

5. The students' written critiques indicated that the course objectives had been met and the material covered would be most useful to them in their present and future positions.

Planned Revisions:

6. For some time the Operations Support Faculty has been investigating the possibility of setting up the Operations Support Course as a Field Station or Base. The work on this plan is progressing. [REDACTED] are spending as much time as possible in the NE Division, [REDACTED] the Chief, has been most helpful and cooperative. The project will take several weeks work [REDACTED] A deadline of 25 August 1965 has been set to have all material in final form to use in the Operations Support Course starting 30 August.

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[REDACTED]
Chief Instructor

Attachments:

1. Student Roster
2. Schedule

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